

Shirley School Committee Minutes
Shirley Middle School
December 15, 2004

Present: Gary Bourassa, Chairperson
Hugh Muffoletto, Vice Chairperson
Don Parker
Paul Wilson
Bob Prescott

Also Present: Dr. Thomas Scott, Superintendent
Patricia Stern, Business Manager
Frank Kolarik, FinCom
Sue Casey, DEAC

The meeting began at 7:00 p.m.

Public Participation:

Mary Cooper, Shirley resident, expressed her concern about handicap accessibility at L.A.W. She asked that the school committee look into moving the handicap parking, post handicap signage, make a new ramp as well as painting lines and cross patches. Mrs. Stern, who had spoken with Mrs. Cooper earlier about this issue, stated that most of these suggestions would not be able to take place until the spring. Mrs. Cooper stated that she would be happy to wait until that time and mentioned that she wanted to let the committee know of her concerns. The committee was grateful for her bringing these issues to their attention and would toward resolving them.

Recommended Action:

Old Business:

Mr. Wilson motioned to approve the minutes of the December 1, 2004 meeting. Mr. Prescott seconded the motion. The motion was approved.

Business Affairs:

Mrs. Stern reviewed the need for the transfer warrants. She explained that these transfers were needed to correct expenditure placement within the budget. She reiterated that no additional money was spent. Mrs. Stern also reviewed payables warrant 821.

Mrs. Stern explained to the committee that the Business Office is still operating on two software systems, as they are still in the financial software conversion process. Some of the areas within each system are not crossing over properly and as a result she presented to the committee a financial statement in the same format that has been used in the past. She explained that some areas of the budget show that they are operating in the red due to the timing of monies received. Monies for Fy04 which were not received until after June

30, 2004 can not be placed on the FY04 books and therefore have affected the accounts negatively. She went on to point out that there have been some items that were above previous expectations. Those items were Out of District placements that experienced a rate increase for the majority of the placements as well as some new placements that were unforeseen. These new placements also impacted the transportation costs. Mrs. Stern also stated that there was an increase in employment advertising costs in an effort to cover the positions of retiring teachers. The Life Skills program would also see an increase due to the current trend within that budget. She stated that the custodial staff is currently struggling without the hiring of substitutes and with the impending inclement weather it will be more difficult to cover any missing shifts. Extraordinary Maintenance reflected an increased budget as it has already expended approximately \$13,000 of a \$15,000 budget.

New Business:

The committee was presented with the second reading of the Promotion and Retention Policy. Mr. Parker motioned to accept the policy. Mr. Wilson seconded the motion. The motion was approved. The policy will have an adoption date of December 15, 2004.

The committee moved on to discuss the policy manual update. Due to the large volume of policies to review the committee agreed to extend the review of these policies until the first meeting of 2005. It was suggested that the members review the policies to make sure that they make sense, for its content and impact on the district. The members will tackle several policies per meeting in an effort to update the school committee manuals.

In other information Mr. Muffoletto presented a DEAC update. He introduced Sue Casey as the new DEAC representative. He stated that DEAC is continuing with the hope of having an elementary charter school on Devens. If financially feasible to do so, DEAC will notify the Town of Shirley of its intention and look into working with neighboring communities to offer an alternative for those families who do not wish to attend a charter school. Mr. Muffoletto stated that we should expect know what DEAC's intentions are by April.

Mr. Prescott updated the committee on an agreement that has been drafted between the School Building Committee and Jackson Construction on issues pertaining to the Shirley Middle School. Both parties are looking to close out any outstanding issues by January 1, 2005. He also stated that the elevator study came back showing that there are no problems other than a voltage surge from power received from Devens. There are plans to talk with Devens to see what they can do to resolve the problem. If Devens is unable to do so any money received from the Jackson Construction agreement would be spent to regulate the situation

Mr. Prescott also asked if the money authorized to be released by Mr. Keady of the School Building Committee (SBC) had been received. Dr. Scott stated that if it had been received it would have been reflected in the financial statement presented earlier by Mrs. Stern. Dr. Scott also asked about the status of the additional costs and charges that had been presented to the SBC. Mr. Prescott stated that the adequate documentation had not

been received at Town Hall. Dr. Scott stated that one company is currently looking for money that should be paid out to them for the Accelerated Math Program at SMS. Mr. Prescott stated that the representatives of that company should contact Ms. Rocco at the Selectman's office. He also stated that bleachers that had been overlooked by the architect have now been ordered.

Once this agreement is finalized we should finally be able to have the building turned over to the district. Dr. Scott stated that he was happy to hear that the building would soon belong to the district. He explained that Shirley is on the states reimbursement list for costs associated with building the school. He cautioned that until an audit of the project is completed the town will not receive reimbursement, which is scheduled to be paid in lump sum in 2006.

Mr. Kolarik, FinCom representative, informed the committee to look forward to the FY06 budget preparations. He stated that three formats would need to be presented: Level funded budget, level service budget and a 5%cut budget that would reflect cuts in non-salary, SPED and Out of District lines. He stated that the Annual Town Meeting will be held in June.

Public Participation:

Jim Ialeggio, Shirley resident, stated that he felt that the School Committee and the Finance Committee are attempting to work together in working through budgetary issues. He stated that the efficiency of communication with the town should also be included in the change.

The committee motioned to adjourn to go into Executive Session. Roll call was taken prior to adjourning at 8:07 p.m.:

Gary Bourassa: Yes Hugh Muffoletto: Yes Don Parker: Yes
Paul Wilson: Yes Bob Prescott: Yes

The committee reconvened at 8:47 p.m. to adjourn the meeting. A motion was made to adjourn. The motion was seconded and approved.

Respectfully submitted by:
Karen Gutheil